

**CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD**

MEETING PROCEEDINGS

November 20, 2018

A public meeting of the Central Wyoming Regional Water System Joint Powers Board (Board) was held Tuesday, November 20, 2018 at 11:30 a.m., in the Joint Powers Board Conference Room, Regional Water Treatment Plant, 1500 SW Wyoming Boulevard, Casper, WY.

Board Members Present - Chairman King, Vice-Chairman Keffer, Secretary Powell, Treasurer Lawson, and Board Members Walsh, and Waters. Board Members Humphrey and Johnson were absent.

City of Casper – Powell, Walsh, Andrew Beamer, Bruce Martin, Michael McDaniels, Clint Conner, Janette Brown

Natrona County – Lawson

Salt Creek Joint Powers Board – King

Wardwell Water & Sewer District – Keffer

Pioneer Water & Sewer District – Waters

Poison Spider Improvement & Service District –

Wyoming Water Development Office -

Sandy Lakes Estates -

Lakeview Improvement & Service District -

33 Mile Road Improvement & Service District –

Mile-Hi Improvement and Service District –

Central Wyoming Groundwater Guardian Team (CWGG) –

Others — Charlie Chapin – Williams, Porter, Day & Neville, P.C.; Jolene King

The Board meeting was called to order at 11:30 a.m.

1. There were no Announcements.

2. Chairman King asked for a motion to approve the minutes from the October 16, 2018 meeting. A motion was made by Treasurer Lawson and seconded by Vice-Chairman Keffer to approve the minutes from the October 16, 2018 meeting. Motion put and carried.
3. Mr. Martin asked the Board to reference the updated voucher listing dated today and shown on the screen. Mr. Martin stated that two additional vouchers were added to the listing; voucher 7946 for Wyoming Office of State Lands and Investments in the amount of \$8,182.83 for DWSRF#129 Loan Payment; and voucher 7947 for ITC Electrical Technologies in the amount of \$2,209.63 for work on the Ammonia and Corrosion Inhibitor VFDs. Mr. Martin recommended approval of the vouchers and offered to answer any questions the Board may have on the voucher listing.

Chairman King asked for a motion to approve the November 2018 vouchers. A motion was made by Board Member Walsh and seconded by Vice-Chairman Keffer to approve the November 2018 voucher list to include voucher numbers 7932 through 7947 in the amount of \$624,155.25. Motion put and carried.

4. Mr. Martin asked the Board to reference the Gallons Produced table in the agenda packet. Mr. Martin stated that production for October 2018 was 208 MG, which is 19 MG less than the five year average. Mr. Martin stated that year to date production is 1.8 BG.

Mr. Martin stated that Water Revenue for October is \$383,703.

Mr. Martin asked the Board to reference page 2 of the October 2018 Financial Report. Mr. Martin stated that Water Sales are \$3.37 M, which is an increase of \$157,074 due to the rate increase.

Mr. Martin stated that the Total Operating Expenses are \$1,238,435 which is a 10.47% increase over last year. Mr. Martin stated that these expenses include the additional WTP Operator, the increased Interdepartmental Charges, and additional chemical purchases due to the Surface Water Plant being in operation longer this year.

Chairman King asked for a motion to approve the October 2018 Financial Report as presented. A motion was made by Secretary Powell and seconded by Board Member Walsh to approve the October 2018 Financial Report as presented. Motion put and carried.

5. Chairman King turned the time over to Mr. McDaniels for the Operations Update.

Mr. McDaniels stated that production has settled into winter flows of 5 to 6 MGD.

Mr. McDaniels stated that the Bulk Sand Crane Project has a few punch list items, but is otherwise completed. Mr. Martin showed pictures of the new crane system and stated that the crane will lift pallets of sand 15 feet from the floor to the deck.

Mr. McDaniels stated that three well pumps have been replaced, and three raw water

pumps are being replaced. Mr. McDaniels stated that once staff is done with the pump replacements they will begin cleaning and inspecting the clear wells.

Mr. McDaniels stated that the SCADA Improvements Project is scheduled to advertise for bids on November 25th and December 2nd.

The time was turned over to Mr. Conner for the Transmission System Update.

Mr. Conner stated that residuals are down in the system and there has been a lot of flushing taking place; Poison Spider has been doing a lot of flushing. Mr. Conner stated that he hoped residuals will be up in the next month. Vice-Chairman Keffer asked if the outgoing residual is low. Mr. Conner stated that the residual is good leaving the WTP, but the warmer water and reduced usage is contributing to water aging. Secretary Powell asked for a definition of water aging. Mr. Conner stated that in the summer months water usage is high, which creates a turnover of water in the tanks and distribution lines; winter water usage is low and the water temperatures are still warm, which contributes to nitrification, or water aging, in the system.

Mr. Conner stated that there will be a walk-thru on the Airport Elevated Water Storage Tank Project on November 29th and a punch list will be created. Mr. Conner stated that the contractor was very good. Mr. Conner stated that Grizzly Excavating is a subcontractor and is doing the work to decommission the old Airport Tank and mothball it.

Mr. Conner stated that the Metro Booster pump was removed and taken to DXP for recoating and should be completed in a couple of weeks.

Mr. Conner stated that repairs of the anode stations on the Crosstown Pipeline have been completed.

6. There was no Public Comment.
7. There was no Old Business.
 - a. There was no Other Old Business.
8. In New Business:
 - a. Mr. Martin stated that the 2004 Ford Ranger currently in use by the WTP staff has low mileage for its age; however it is in poor condition. Mr. Martin stated that the recommended repairs to the truck would be as much or more costly than the truck is worth.

Mr. Martin stated that the Board was able to “piggy back” off the City of Casper’s state bid process. Mr. Martin stated that three bids were opened on October 26, 2018. Mr. Martin stated that Fremont Motors Casper submitted the lowest bid of \$25,304 for a Ram 1500, with a trade-in allowance for the 2004 Ford Range of

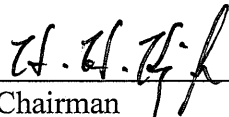
\$6,000, for a net cost of \$19,304.

Mr. Martin stated that funding for a new truck was included in the FY2019 budget.

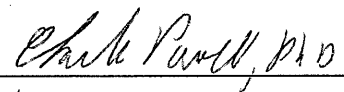
A motion was made by Treasurer Lawson and seconded by Vice-Chairman Keffer to approve the purchase of a Ram 1500 half-ton crew cab pickup from Fremont Motors Casper in the amount of \$25,304 with trade-in allowance of \$6,000 for the 2004 Ranger, for a net cost of \$19,304. Motion put and carried.

- b. Board Member Johnson was not in attendance at the meeting and was unable to sign his annual banking letter.
 - c. There was no Other New Business.
9. A motion was made by Board Member Walsh and seconded by Vice-Chairman Keffer to adjourn from Regular Session into Executive Session to discuss potential litigation at 11:44 a.m. Motion put and carried.
- A motion was made by Secretary Powell and seconded by Board Member Walsh to adjourn from Executive Session back to Regular Session at 11:48 a.m. Motion put and carried.
10. In the Chairman's Report, Chairman King stated that the next regular meeting will be held on December 18, 2018.

A motion was made by Board Member Walsh and seconded by Secretary Powell to adjourn the meeting at 11:49 a.m. Motion put and carried.



Chairman



Secretary